Previous references
Edn 222 04 (1&2)

1900
(Education)

File No 216-10
Serial Nos 1-8

Later references

GENERAL AND REVENUE SECRETARIAT

Serial Nos 1 - 8

Part B for July, 1912

SUBJECT

Appointment of an additional Assistant Deputy Inspectors of Kannada Schools for the Mysore District

1 From the Govt of Edn, no 5434/387 S 14 12 10 Recommends the appointment of an additional Asst Dy Insp^r of Kannada Schools for the Mysore District from 1 7 11
2 To Do, no 6064 S 19 1 11 Calls for a statement showing the number of schools in charge of each Inspecting Officer at present as compared with the number at the time of the recent revision of the Inspectorate in 1904
3 From Do, no 8107/643 S 18 3 11 Submits the statement called for
4 To Do, no 9731 S 26 5 11 Calls for a statement showing the work & R S 58 allotted to the clerks and peons of the Asst Dy Insp^rs of Schools
5 To Do, D O no 10,005 S 31 7 11 Requests him to furnish the statement called for in Sl 4 at a very early date
6 From Do, no 1597/110 S 16 8 11 Submits the information called

requests orders for
the appointment of an additional Asst Dy Dispr of
schools before the budget is finally passed

To Do & compln, no 556-7 & 15-7-12, sanctions the
appointment of an additional Asst Dy Dispr of Kannada
schools for the Mysore District on Rs 50-10/2-100
with an establishment costing Rs 50/- per mensem;
and requests the D G to submit a report as to
whether the Asst Dy Dispts cannot be relieved of
all but inspection work and whether their estabt
cannot be reduced

In ✓ Anandalwar

3 9 12

GRS 11] 1910-11

GENERAL AND REVENUE SECRETARIAT

(Education)

NOTES

File No 216-10

FILE HEADING

Appointment of an addl Assistant Dy Insprs of Schools for the Mysore Distt

From The Dy Dirr of Edn in Mysore

No 5434/387 Dated 14/12/10 Received 20/12/10

Diary No 4070 | Enclos | Spare Copies | Serial No

BRIEF ABSTRACT OF LETTER

Recommends the appointment of an addl Distt Dy Insprs of Kannada Schools for the Mysore Distt from 1-7-1911

NOTES AND ORDERS

The addl cost required during 1911-12 is Rs 100 per mensem as shown below —

Distt Dy Insprs on class C IV (50-4-100) —	Rs 50
Establishment —	Rs 50
Total	Rs 100

NOTES—First sh

GLB—15 000—24 4 09

4070

GDx File No 216 of 1910-11

Serial No

2 If it is decided that another addl Asstt Dy Inspr is necessary then Br II will have to be consulted regarding funds.

3 Submitted with a copy of the printed collection GDx 222-04 re the Recent Revision of the Inspectorate the Improvement Asstt has at present 1 Dy Inspr and 2 Asstt Dy Inspr.

33 6/1/11

4 Note the number of Schools (under Dy Inspr & Asst Dy Inspr separately) in the different Districts that were in existence in 1904-05 when the Inspecting Staff was revised, and the present number of information is not available it can be called for from Inspectors

11/1/11

5 Dy Inspr Asstd

16/1/11

6 Issue

16/1/11

P.T.O

NOTE—Contn sheet

GPB—50 00—12 8 10

G R S 12]
General and Revenue Secretariat

ಕರ್ನಾ File No 216 of 1910-11

Serial No	
2	To the Dept of ಕರ್ನಾ No 6094 ಸ 19/1/11 Calls for a Statement showing the number of Schools in charge of each Inspg officer at present as compared with the number at the time of the recent revision of the Inspectorate in 1904.
3	From Do - No 8107/643 ಸ 19/2/11 Submits the Statement called for Submit for orders hw sng 23 28/2/11 Since the year 1905, when the Inspecting Staff was revised, there has been a marked increase in the number of schools in the Bangalore & Mysore Districts, more particularly in the latter while in the other Districts the number has continued to remain more or less stationary; in Bangalore there has been an increase of nearly 80 schools, and in Mysore of nearly 100 schools The number

NOTE—Contn sheet

GPB—50 00 —12 8 10

6075 4

G R S 12]
General and Revenue Secretariat

File No 216 of 1910-11

Serial No

of schools to be assigned for inspection by Asst to Dy Inspectors being on an average about 120. It is evident that the requirements of the Mysore Dt can be met only by giving an additional Inspecting Officer as proposed by the Dy I. As regards Bangalore also, it would not be surprising if the Insp. Genl follows up his present proposal for by asking an additional Officer for that District also.

Pl Secy 856. for Dy 5/4/11

2 Doctor II for opinion on the financial aspect of the pending proposal

by 4 4 11

3 Submitted

Dy 138-11 5/4 It seems there is some scope for the redistribution of work in the Mysore Circle when the Deputy Inspector of Schools for Mysore manages 114 Schools and that of Hassan 163, it is a question whether the Dy Inspectors of Nadoor and Tumkur and the two Asst Dy Inspectors of Tumkur who supervise only 77, 79, 103, & 96 Schools respectively cannot do more by such a redistribution than one or two Officers be let free who have far heavier places. MR 5/4/11

Submit to Govt T.I. on his return Pl 6/4/11

4 Dr IV 12 Subd for orders by the Financial Secy 12-4-11 mg

NOTE—Contn sheet

GPB—50.00—12.8.10

Serial No

13

It is not only the number of schools that have to be taken into account, but also the extent of the jurisdiction. has also to be considered For instance the Dy Inspectn of Kadur has, no doubt only 80 schools to inspect, but he has the whole District to travel over, & the schools may be situated at long distances from one another. The redistribution suggested by the DC may not prove be possible But, if necessary the DC may be consulted on the point.

Secy)

2011

14 2nd Oct

15

The Hassan Dy Inspr has too much work & for this reason I believe directed that the Sanskrit A.D. Inspr to be newly appointed shd help him.

16 This addition seems to be necessary, and unless indispensable that

NOTE—Contn sheet

G R S 12]
General and Revenue Secretariat

File No 216 of 1910-11

60736

Serial No

has to be provided for—

Dewan

24/4/11

11279
25 4 11

16 I agree — I am afraid that this addition to the Inspection Circle is unavoidable for the Convenience —

26/4/11

~~Executive~~

17 Submitted

27/4/11

16

2882
1 5 11

The D of Education has made out a good case for the addition of an Asstt to Insp of schools in the Mysore district It may be sanctioned

29/4/11

19

Submitted 20

N 36
4/5/11

NOTE—Contn sheet

GPB—50 001—12 8 10

Serial No 21

85b

I see Sub-Asst Inspectors of Schools here have two pundits & two peons This seems too large an establt for an officer of this class If I remember correctly the corresponding class of officers in Bengal have no establishment What establt is given to corresponding officers in Madras? What do the pundits & peons do?

67 5

27

Sub[d]

The following is noted from the Govt of India Civil Estimates, Vol II, for 1910-11

Districts	Sub Asst Inspectors & Inspectresses including Probationers	Establishment: Clerks	Establishment: Servants
Coorg	1	.	.
Ganjam	8	10	19
Vizagapatam	7	8	13
Koraput	.	.	.
Godavari	7	8	12
Kistna	8	7	14
Guntur	5	7	13
Nellore	4	5	9
Cuddapah	5	6	11
Anantpur	3	4	7
Bellary	5	6	9

Note—Contn sheet

GRS 12]
General and Revenue Secretariat

Ed File No 216 of 1910-11.

Serial No

856

Kurnool	4	5	9
Madras	4	5	7
Chingleput	3	3	6
North Arcot	6	9	14
South Arcot	7	9	14
Tanjore	7	6	12
Trichinopoly	5	6	8
Madura	7	7	14
Tinnevelly	9 5	10 5	to 17
Coimbatore	5	5	10
Nilgiris	1	1	2
Salem	5	6	11
South Canara	3	3	6
Malabar	8	8	12
Bangalore	1	.	.
	128 (includes 22 Probationers)	144	249

23 From the above it may be seen that each Sub-Asst Inspector is generally allowed one clerk & 2 peons

24 As regards the Financial Secy's query "What do the gumastas and peons do?" Br IV may be enquired

Hov(86) 15/5/11

25 to Br IV for favor perhaps to see Descriptive

15/5/11

26 Submitted

53 Bm 16/5/11

NOTE—Contn sheet

GRB—55 100 — 7 & 08

GRS 12]
General and Revenue Secretariat

607

File No 216 F 1950 1

4

Serial No

27 If the Financial Secretary considers it necessary a statement will be called for showing the work allotted to each of the two clerks in question and also information as to how the two persons are employed

2 to Br II

to 18/5/11

Submitted. 28

Hon (86) 19 5 11 MWK-29 The information may be got by the Telegraphist for submission to the Hon Secretary just now on the station

to 19 5 11

29 Submitted It is presumed that the Retrenchment Committee when dealing with the Estt Deptt will consider this question after calling for the necessary information

Hon Secy 30 Please call for the information required by Br II &c

to 19/5/11 20/5/11

31 Draft. Sorted

Hon Secy to 20/5/11

32 Issued to 22/5/11

Note—Contn. sheet

GPB—5500 — 7-4-09

GRS 12]
General and Revenue Secretariat

[Edn File No 216 of 1910

Serial No	
4	To the D of Edn no 9731 of 26 5 11 calls for a statement shewing the work allotted to the clerks and peons of the Asst Dy Inspectors of Schools 33 Secy's orders on page 5 of the notes in the linked file (Edn 243-10) 'Please get the information asked for in file 216 of 10 early' D/ C S B 14 7 11
34	Submitted with a draft DO to the D of Edn 8/7 (126) 29 7 11
35	Issue 29 7 11
5	To the D of Edn No 1005 of 31/5/11 Requests him to furnish the Statement called for in D/ No 4 at a very early date hw 8/6 4/8/11
6	From the D of Edn No. 1597/110 of 16/9/11 [redacted] submits the information

G R S 12]
General and Revenue Secretariat

File No I 16 of 1910-11

Serial No

Called for in D. No 4.

35 Submitted for orders

29/8/11 36 To Br II (Vide Asst Secy's note para 29 above).

Submd

37 Reference is invited to H Secretarys notes dy 6.9.11. on page 7

2/9/11

As the administrative Deptt. considers the addn unavoidable I may be sanctioned. But I would suggest that the extra cost may be met by reducing the staff of the Asst Dy Inspectors, one of the two jemadars being taken away from each. It is clear that there cannot be sufficient work for two jemadars. In Bengal sub inspectors have no clerks & in Madras only one jemadar is allowed

39 Submitted. Secy)

NOTE—Contn sheet

5 P B—50 00 —12 8 10

[R S 12]
General and Revenue Secretariat

GR File No 216 of 1910-11

Serial No

40 From the statements submitted there seems to be work enough for two Clerks

41 It however strikes one that the A S D Is are burdened with too much correspondence + administrative work instead of being mainly inspecting officers. If their duties are limited to inspection work the clerical work will be mainly copying inspection reports the other administrative duties may be vested in the Dy Inspector for the whole Dn

42 Similar remarks apply also to the Circle Inspectors

43 The devolution of powers + work of duties in the Edn Dept seem to require examination + readjustment If there is a regular hierarchy of officers through whom every paper has to pass the volume of redtape + ~~useless~~ correspondence is needlessly increased.

2nd Cr) CSB 14/9/11

44 The present proposal CSB may be sanctioned without ~~14/9/11~~ any ~~alteration~~ reduction as proposed by the Secretary + the Dy Inspr General asked to

NOTE—Contn sheet

GPS—50 000—12 8 10

[B. 12]
General and Revenue Secretariat.

G.R. File No. 216 of 1911-11

25 Dy Serial No

Consider whether a rearrangement of work cannot be effected so as to relieve Asst Dy Insprs of all but inspection work, and whether the establishment given to them cannot be reduced—

Diwan 16/7/11

13665 18-7-11

45 Jafee 23/7/11

46 Put up draft & send D3 B/II before issue

Dy 27/7/11

47 Draft submd. It may be sent to Br II for concurrence.

Sdy 4-5-12 1/III/V 03 Br II

Dy 6-5-12

48 Subn. attention is invited to the financial remarks noted by 2/9/11 on page No 11

N 26/4/12 (J) 8/5 49— "Copy" to the draft but does not the creation of an appointment require the sanction of His Highness?

Dy Chief Secy 1063

Br VIII 8/5/12

NOTE—Cotton sheet

—50 000—12-8-10

1139
6966-10

14

G R S 12]

General and Revenue Secretariat

File No 216 of 1910-11

Serial No

Send with the remarks of Part II

hw
8/5/12

May the draft order issue?

hw
9-5-12

50

The case will fall under the description in the Schedule as a material revision of rents in the Edn Dept & requires submission to H.E.H.

51 Papers will be circulated to the present 2nd C., Resident & Dewan

CSB
11/5/12
hz

52 I agree.

16/5/12

53 Dewan

1423
21 5 12

ch
16/5/12
hz

PTO

NOTE—Contn sheet

GPB—20 000—20 1 12

Submitted to His Highness

The Inspector General of Education has proposed the appointment of an additional Assistant Deputy Inspector of Kannada Schools for the Mysore District on the ground chiefly -

1) that the total number of schools to be inspected by the 3 existing Inspecting Officers is about 470 giving an average of nearly 156 schools for each officer,

2) that the present Inspection Staff is not adequate for the efficient inspection of all the schools,

and 3) that for the inspection to be efficient, no Inspecting Officer should be entrusted with more than about 100 schools

Page 4 of notes.

2 The Financial Department was of opinion that by a redistribution one or two Inspectors could be set free to be transferred to heavier places

Page 5 of notes

3 The First Councillor (Mr H V Nanjundayya) considered the proposed addition necessary and I agreed with him The papers having been circulated to the then First Councillor Mr K P Puttanna Chetty, he also agreed that the proposed additional appointment may be sanctioned

4 The papers having again been referred to the Financial Department, the Financial Secretary was of opinion

16

Page 11

opinion that as the Administrative Department considered the addition unavoidable, it may be sanctioned, but suggested that the extra cost may be met by reducing the staff of the Assistant Deputy Inspectors, one of the two Gumastas being taken away from each The statements showing the work done by the present staff of the Assistant Deputy Inspectors obtained from the Inspector General of Education show that there is work for both the Gumastas

Paper under disposal.

Page 12

5 The First Councillor was of opinion (with reference to the Financial objection) that the present proposal may be sanctioned without any reduction in the way proposed by the Financial Secretary and that the head of the Education Department be asked to consider whether a re-arrangement of work cannot be so effected as to relieve Assistant Deputy Inspectors of all but inspection work and whether the establishment given to them cannot be reduced

Page 13

6 I agreed with him and as the proposal involved a material revision of establishment in the Education Department and the creation of an appointment rising to Rs 100 per mensem, the papers were circulated to the Second Councillor and he agreed to the

Page 14

17

proposals being sanctioned The proposed additional rs

Assistant Deputy Inspector of Schools may be sanctioned

ea

1139

Record of Cases submitted for the Orders of His Highness the Maharaja

18 6 12
329

Subject

Proposal of the Inspector General of Education for the appointment of an additional Assistant Deputy Inspector of Kannada Schools for the Mysore District

3

Order

Sanctioned
~~KRW~~
3/7/12

[1885]

[81] I S 12]

General and Revenue Secretariat | File No. 216 of 1910-12

Serial No 7

From the Dept of Edn
No 10410/7324 & 26/09-12

States that the inspection work in the Mysore Distt is very heavy for the existing Staff and Requests early orders for the appt of an addl Distt Dy Inspr of Schools already Recommended by him

The previous papers on the Subject have been Sated to Dewan on 7-5-1912

2162/5-7-12

Submitted in continuation

Dewan

The file was received back with Hrs Highness' orders and submitted to Secretary today

5/7/12

ICSR

Hrs Highness' orders

5/7/12

NOTE—Contn sheet

GPB—65000—7-6-12

G R S. 12]
General and Revenue Secretariat

File No 216 of 1911-11

Serial No

Sent with the draft already on the file.

Secy) 8/7/12

8/7/12

150 1st Councillor

8/7/12

Draft appd by 1st Councillor 11/7/12

Issue 13/7/12

8 To the Dy of Edn & compln no 5567 dt 15/7/12
Sanctions the appt of an Asst Dy Instr of Han Schools for the purpose &c on Rs 50-10½-100 with an Estt costing Rs 50 p m, and requests the D of E to submit a report as to whether the A Dy Insprs cannot be relieved of all but inspection work and whether their Estt cannot be reduced

NOTE—Contn sheet

GPB—50 000—12-8 10

P 4070

Edn 81]

OFFICE OF INSPECTOR GENERAL OF EDUCATION IN MYSORE

No 5434/387

Bangalore 14th December, 1910

Gen 216 10
Sl-1

From

J WEIR Esq MA

Inspector General of Education in Mysore

To

C S Balasundaram Iyer Esq , B A ,

Offg Secretary to the Government of H H the Maharaja of Mysore, General and Revenue Departments, Bangalore

SIR

I have the honour to inform you that in point of population, area and the number of schools, the District of Mysore is the largest in the state Excluding unaided Indigenous schools and Hindustani schools there are at present 441 schools to be inspected by one Deputy Inspector and two Assistant Deputy Inspectors of Kannada schools To these are to be added 18 rural schools in charge of the Mysore city Municipality, as arranged in a conference with the Municipal schools' Committee, together with 10 or 11 new schools that may be opened in course of a few months Thus the total number of schools to be inspected by the three Inspecting officers is about 470, giving an average of 156 schools for each officer

2 The Inspection staff as shown above is not adequate for the purpose of efficient inspection For fully two months in the beginning of the official year the three officers will be engaged in the inspection of the City schools which number 65. They will have therefore for touring and the inspection of mofussil schools a period of nine months which is not at all sufficient for the purpose All the schools should be inspected once and the inefficient schools at least should have the benefit of a second inspection According to the present arrangement the inspecting officers,

officers, for want of time, are unable to improve and develop Village Elementary education as well as they ought to do For Inspection to be efficient, no inspecting officer should be entrusted with more than about 100 schools

3. Under these circumstances the employment of a third Assistant Deputy Inspector of Kannada schools for the Mysore District is an absolute necessity This fact has been brought to the notice of Government in the Reports on Public Instruction of successive years

4. It was the intention of the Department to replace the Assistant Deputy Inspector of Sanskrit schools by a Kannada Assistant Deputy Inspector for Mysore and Hassan But Government having desired to revive the appointment of the sanskrit Assistant Deputy Inspector, no arrangement could be made for the satisfactory inspection of the large number of schools in the Mysore District

5. For these reasons I request that Government may be pleased to sanction with effect from 1st July 1911 the appointment of an additional Assistant Deputy Inspector of Kannada schools for the Mysore District with the establishment as shown below --

	Rs	As	P
1 Assistant Deputy Inspector in Class CIV 50-10/2-100	50	0	0
1 Gumasta	15	0	0
1 Deputy Gumasta in the grade 10-1-12	10	0	0
2 peons on Rs 6/-	12	0	0
House rent	8	0	0
Contingencies	5	0	0
Total Rs	100	0	0

Rs.100/- a month or Rs,1,200/- a year

6 The new Assistant Deputy Inspector when employed will be given the large number of City schools and the schools in the bordering Taluks This arrangement will not only afford relief to the present over-worked staff, but will also conduce to better supervision and efficient inspection of Primary schools in the District

I shall submit a redistribution list of schools to be inspected in the Mysore District after my proposals are sanctioned by Government

I have the honour to be,

Sir,

Your most obedient servant,

Inspector General

T N R

4

1-11

GR 3 26]

File No 216-10
Serial No

Diary No of letter replied to 4079

No 6094
Edn 216-10-2

General and Revenue Secretariat
( )
, the 19

To The Dy Dir of Edn

Date of issue 19-1-11.

Sir,

Signed by
Mr P Ramaswamia

With Reference to your letter No 5484/387 dt the 14th December 1910 Recommending the appt of another Asstt Dy Insp of Schools for the Tinnevelly Distt, I am directed to request that you will

over

SUBJECT

be so good as to furnish a statement showing the number of schools in charge of each Insp'y officer at present as compared with the number at the time of the recent Reorganisation of the Inspectorate in 1904

Thanks

for 16/1/11

Fr. Secy

33
16/1/11

List of enclosures,

Copied by 16/1/11

Examined by 16/1/11

G1 B—90 000—1' 8 10

D 601

Edn 81]

OFFICE OF INSPECTOR GENERAL OF EDUCATION IN MYSORE

No 8107 / 043

Bangalore 18th March 1911

Edn 216-10

From

J WEIR ESQ MA

Inspector General of Education in Mysore

To C S Balasubramania Iyer Esq , B A ,

Offg Secretary to the Government of H H the Maharaja of Mysore, General and Revenue Departments, Bangalore

SIR

With reference to your letter No 6094 / Edn 216-10-3 dated 19th January 1911, I have the honour to forward herewith 2 statements showing the number of schools under the direct control of each Inspecting officer at present and at the time of the reorganization of the Inspectorate in 1905 The Deputy Inspectors in addition to inspecting the schools under their direct control inspect the Anglo-Vernacular and Girls' schools at District Head Quarters and assist the Circle Inspector in examining High Schools, and the Assistant Deputy Inspectors in addition to inspecting the schools under their direct control assist the Deputy Inspectors in inspecting higher schools

I have the honour to be,

Sir,

Your most obedient servant,

S Krishnaswamy Iyengar

for Inspector General

T N P

Enc 15
Edn 216-10-3

Statement showing the number of schools under the direct control of each Inspecting officer during 1910-11

No	District	Inspecting Officer	Schools under the direct control	1905 Total
		Bangalore Circle		
1	Bangalore	Inspector	95	412/333
2	do	Deputy Inspector	93	
3	do	Asst Dy Inspector No I	112	
4		do No II	113	
5	Kolar	Deputy Inspector	73	270/265
6	do	Asst Dy Inspector North	104	
7	do	do South	93	
8	Shimoga	Deputy Inspector	102	234/215
9	do	Asst Dy Inspector	132	
10	Chitaldrug	Deputy Inspector	119	235/192
11	do	Asst Deputy Inspector	116	
		Mysore Circle		
12	Mysore	Inspector	89	483/387
13	do	Deputy Inspector	114	
14	do	Asst Dy Inspector North	139	
15	do	do South	141	
16	Hassan	Deput Inspector	163	163/147
17	Kadur	Deputy Inspector	77	77/80
18	Tumkur	Deputy Inspector	79	278/273
19	do	Asst Dy Inspector East	103	
20	do	do West	96	
21	Bangalore and Mysore	Hindustani Deputy Inspector	130	
22	Kolar and Tumkur	Asst Dy Inspector East	93	
23	Hassan, Kadur, Shimoga and Chitaldrug	do West	84	
24	Sanskrit Schools	Asst Dy Inspectors	42	
	Total		2,501	

Enc 15
GOM 216-10-3

Statement showing the number of schools assigned to Inspecting officers at the time of the reorganization of the Inspectorate in 1905

District	Number of schools proposed to be assigned to Inspectors	Number of schools to be inspected by Deputies and Assistant Deputies	Number of Deputies and Assistant Deputies required
Bangalore	44	289	1 Deputy and 2 Assistants
Kolar	19	246	1 Deputy and 2 Assistants
Tumkur	18	255	1 Deputy and 2 Assistants
Chitaldrug	11	181	1 Deputy and 1 Assistant
Shimoga	14	201	1 Deputy and 1 Assistant
Hassan	13	134	1 Deputy
Kadur	10	70	1 Deputy
Mysore	38	349	1 Deputy and 2 Assistants
Hindustani East Circle		175	1 Deputy and 1 Assistant
do West Circle		112	1 Assistant
Sanskrit Schools		41	1 Assistant by Inspector
	167	2053	Total 2220

Ms 17-11

Ms 109-10

9

216-10

File No

Serial No 4

21/5/11 GRS 26]

Diary No of letter replied to 6073

No 9731
EDN 216-10
dy 26 5 11

General and Revenue Secretariat
( )
, the 19

To The Director of Education

Date of issue 26 5 11

Signed by MMBR

Sir,

With reference to ~~your~~ the correspondence ending with your letter No 8707/643 dy 18/8/11 regarding the appointment of an addl Asst Dy Director of Kannada Schools for the Mysore Dist, I am directed to request that a Statement showing the

over

SUBJECT

ad 25/5/11 MMBR

work allotted to each of the two clerks.
Gymnastics in the offices of
the Head Dy Insprs of Schools
may be furnished at an
early date together with
information as to ~~of~~ how
the two posts allotted for
each Head Dy Insprs are
employed

Yours etc

for 22/5/11
For Secy

hw
22
20/5/11

List of enclosures,

Copied by

Examined by

GPB—20 000—2 9 10

Hrs 17-11

6073/17

GRS 26J

File No 216-10

Serial No #5

Diary No of letter replied to_____

No 1005 & 31/7/11

General and Revenue Secretariat
(Edn)
the 19

Date of issue 31/7/11

Signed by Md B Narayanamurthy

~~To~~

Dear Sir,

I am desired to invite your attention to this office letter no 9731, Edn 216-10-4 & 26th may 1911, calling for a statement showing the work allotted to the clerks and peons of the Asst Dy Inspectors of Schools, and to request an early reply in the matter

Yours Sincerely

Bn

for Secretary

To J. Wesley Esq, Mct. DG of Edn

DG (726)
29/7/11

over

SUBJECT

List of enclosures,

Copied by

Examined by

GIL— 0 000— J 10

Edn 81]

OFFICE OF INSPECTOR GENERAL OF EDUCATION IN MYSORE

No 1597 / 10 With a file

Bangalore 16th August 1911

DIARY No 1139

10/10/11

SECTION Edn

FILE No 216-10

SERIAL No 6

From

~~J WEIR Esq M A~~

The *Inspector General of Education in Mysor*

To

C S Balasundaram Iyer, Esq B A ,

Offg Secretary to the Government of H H the Maharaja of Mysore, General and Revenue Departments, Bangalore

SIR

With reference to your letter No 9731/Edn 216-10-4 dated 26th May 1911, I have the honour to forward herewith in original 11 statements submitted by the Assistant Deputy Inspectors of Schools showing the work allotted to each of the two clerks or Gumastas of their offices together with the information as to how the two peons allotted to each Assistant Deputy Inspector are employed

I have the honour to be

Sir,

Your most obedient servant,

For ~~Inspector General~~

T N R

Statement showing the work allotted to the Clerk and the 2 menials of the Assistant Deputy Inspector of Schools, Tinpore Sadr Range during the year 1910-11

	Mr Narayan Rao, clerk	Narayanchariya Gumasta	Normal work per Peon	Upon Peon
1	Maintaining Reg "In" & "From" Registers	Maintaining Kan "In" & "From" Registers	When he is on account	Prepares covers and does all the work concerning Despatches which are to often despatched
2	Dealing with Leave papers	do - Taluq - Registers		
3	Preparing Leave Returns & Time Statement etc	do Communication Registers		
4	Writing dockets & Kan orders	Dealing with miscellaneous Kan matters		Every morning & evening he is directed to attend Imperial Post Office & bring Despatches earlier than they are sent thereby Post peon which will be after other hours and go round!
5	Maintaining Furniture Registers	Maintaining Canal Lease Registers		
6	do - Members Registers	do Life Insurance - Registers		
7	Preparing annual indents for furniture & Books - Maps etc	Typewriting the Inspection Reports & preparing the T a bills of the month when on tour		Attends Office regularly & keeps it quite clean -
8	Typewriting the Inspection Reports and preparing the T a bills from month when on tour	Preparing the monthly attendance Report		When he is on tour Nan will do the same thing
9	Preparing the T a bills of all menials	Maintaining Cash account Registers		
10	Preparing the Arrears of Pay bills of several menials	Submission of cash account (monthly)		
11	In Charge of the Library Books	Despatching work		
12	Dealing with prize books and many other miscellaneous work	Maintaining Acquittance roll		
13	Maintaining Contingent Registers	Attending to the Prize books		
		Arranging the Official records and sorting Head Kan files		

Nakadeshwar Narayanrao

Asstt to Dy Inspectors

15/June/911 Tinpore

Encl to Lr No 216-1016

Statement showing the work allotted to the cle

Assistant deputy Inspector of

	Sri Krishna Murthy Teacher clerk		V. Venkata
1	Maintaining English Form 2 to 4 Registers	1	Maintaining 2
2	Writing dockets and Hamada orders		From and
3	Dealing with leave papers -	2	Hamada 2 to
4	Preparing Leave returns & Jute statements		From.
5	Service Registers (Maintaining the ? -	3	Monthly Allow.
	" - History of the masters)	4	Casual leave
6	Maintaining Furniture Register -	5	Fair copying
7	do Insurance Register		Reports when on
8	do T A Bill Reg Committee	6	despatching Bills
	members Reg, Arrear Office Bill Reg	7	Arranging Journ
	Building Reg Applicants Reg, etc	8	Attending to the Pa
9	Preparing Annual Indents, quarterly	9	Arranging the exam
	Indents (Maps Books etc recommended)	10	Preparing Annual
10	Fair copying the Inspection Reports		and allied - Inspect
11	Preparing the T A Bills of all masters when on tour and Office Establishment		
12	Preparing the arrear Office bill of the masters		
13	Incharge of Library books		
14	Dealing with Prize books -	--	
15	Maintaining Cash account Reg		
16	Submission of monthly and quarterly Returns etc - - - -	--	--
17	Maintaining Contingent Register		
18	Submission of Annual Return and V & School Schedules with Forms 4		

Dated 27th July 1911

[redacted], the Tunnadas and 2 Mendals of the Schools, Mozaare North Range

114

Tunnadas Tunnada	Hucha Peon	Malla Peon
Tunnada 2 Requisites 2 to requisites and Report- papers the Inspection when on tour Attendance Requisites Pay books Tunnada Requisites Annual Returns Miscellaneous Works	When he is in Circuit	Prepares Covers and does all the work concerning Dakpals which are to often despatched backwards and forwards Keeps mornings and evenings hours devoted to attend General Post-Office & brings Dakpals earlier than they are received through Post-Peon which will be received, as ~~[illegible]~~ usual, after office hours Attends office regularly & keeps it quite clean When he is on tour Hucha will do the same thing

Asst. Inspector of Schools,
Mozaare North

7 Supply of forms, Registers &c to the Schools of the range

8 Maintaining the book of Committee Members

9 Circular-file posting

10 Despatching work

11 Posting the Mysore Service Regulations

Work Common to both the Gumastas

1 Annual Returns, Reports Schedules &c &c

2 Fair copying the Inspection Reports

3 Camp Town and To Registers (Regulation)

4 Checking up of the School Records

5 Checking up of the Service Registers of Masters

6 Maintenance of Cash book

NB Interchange of work between the two as occasion requires

4 Preparation of the following —

Recommendation for Non-Brahmin Scholarships

——— do ——— Widow ——— do ———

Annual indent of forms &c

5 Opening of Service Registers

6 Prize Distribution work.

Preparation of ~~the~~ the List of Prize Books for approval

Tabulating the Marks Lists &c —

7 Maintenance of Records C Sorting &c,

8 ——— do ——— Leave Register Cash accounts & Fine Register

9 Clock winding

10 Fair Copying & Any extra work

Madras
10th June 1911

[illegible]
Asst Dy Inspector
East Range.

Statement showing the nature of work allotted to the Gumastas and peons in the office of the Assistant Deputy Inspector of Schools, West Range, Tumkur District

Nature of work allotted to the Gumasta	Nature of work allotted to the Deputy Gumasta	Nature of work allotted to the peons
1 English 'To' and 'From' Registers	1 Keeping of the account of Prize books sent to the masters	One of the peons will be on circuit with the officer
2 Register of leave granted other than Casual leave	2 Kanarese 'To' Register	The other peon who stays at Head Quarters will bring tappa prepare and dispatch covers and keep the office clean
3 Cash account	3 " 'From' Register	
4 Fine statement	4 Maintaining and submission of the Return of Attendance	
5 Correspondence	5 Casual leave Register	
6 Indents	6 Took charge Register	
7 Furnishing references for the disposal of papers	7 Despatching work	
8 Leave Returns	8 Checking the Attendance Reports of Schools	
9 Service Registers	9 Looking the Records	
10 History of Service of all the masters		
11 Quarterly statement of Sick Students		
12 ---do--- Furniture requirements		
13 ---do--- new hands entertained and promotions given		
14 Annual Statement of Scholarships		

new hands and schools required

Common

(1) Annual Accounts.

1 Preparation of list of Schools and Scholars

2 Fair copying of the Programme of inspection tour

3 " " Annual Report

4 Preparation of Schedules

5 " and submission of Furniture list

6 Furniture Register (checking)

(2) Done by the Clerk on circuit with the officer

1 Fair copying of Inspection Reports

2 Preparing Travelling allowance bills

3 " Abstract of Work and Diary

4 " Summary of Inspection Reports.

Camp Sira
13th June 1911

B Kanerah
Assistant Deputy Inspector

Statement Showing the Work allotted to each of the Gumastas in the Office of the Dy Inspector of Schools, East Range, Tumkur District

I Hanumantha Rao (Gumasta)	M Subbanna (Dy Gumasta)
1 Registration of papers —	1 Correspondance —
Kannada From (About 3500 numbers up to 1061)	English and Kannada Miscellaneous papers
Kannada To (Do — 1600 —— Do ——)	Leave papers
English From (Do — 700 —— Do ——)	Curator's papers
English To (Do —— 700 —— Do ——)	Proposal for Insurance
Preparation of Attendance Report (Triplicate)	2 Monthly Returns
Posting up of the Service Registers of Masters and of the Establishment	Leave Return (Triplicate)
Posting up of the History of Service of Masters	Fines Statement (——do——)
Maintaining the following Registers -	Cash-account (~~Statement~~)
1 Furniture Register of the office	Consolidated Inspection Report (Duplicate)
2 —— Do —— Schools	I A bills of the office and of Masters
3 Book-Charge Register	Abstract of Work and Diary &c —
4 Register of Applicants for appointments	3 Quarterly Returns
Preparation of Annual Indent for books &c of Schools	Indent for Furniture of Schools
	Statement Showing the number of pupils &c that attended the Dispensary

From

THE ASST DY INSPECTOR OF SCHOOLS,

EAST RANGE, ~~TUMKUR DIST~~

MADDAGIRI

To

THE DEPUTY INSPECTOR OF SCHOOLS,

Tumkur District

TUMKUR

Dated 11th June 1911

Despatched —do—

Received

GEN C No 375 of 1910–1911

Enclosures one

With reference to Dy Inspectors docket no 1558-9 of 8 6 11 I have the honour to submit herewith a statement showing the work allotted to each of the Gumastas of this office and to

Submit
13 6 11

645 / 1911
19 6 11

From
Mr P ANANTASUB RAU B A
FIRST ASSISTANT DEPUTY INSPECTOR OF
KAN HOBLI SCHOOLS, BANGALORE DISTRICT
Bangalore

To
Mrs B Dasappa B A
Deputy Inspectress of Schools
Bangalore Dist
Bangalore

Dated 12-6-1911
Despatched 16/6/1911
Received
General No 7161
No

Enclosure No 2

Sir,

With reference to your office docket No 566 of the 8th instant calling for certain information regarding the distribution of work in the office, I have the honour to submit, for favour of perusal, a statement showing in detail the amount of work allotted to each of the two Gumastas and the two servants of the office. From the statement appended it is evident that the two Gumastas are over-worked but for their willingly working on Sundays and general holidays, and on many a day after office hours

I have the honour to be,
Sir,
Your most obedient servant

P Anantasubbarau
First Assistant Deputy Inspector

Submitted
16/6/11

Normally falls upon the Assistant. I beg to suggest that the pay of the servants is too low and cannot attract good, faithful & trustworthy men. In a place like Bangalore Rs 8,7 cannot be considered liberal nowadays, instead of depending upon doubtful local help for bringing letters from post-offices which in some cases may be 2 or 3 miles away, the readiness of a departmental peon cannot but be conducive to prompt despatch of work. This is possible only when 2 peons follow the officer and one remains at Head quarters.

For sale, the problem of how to meet correspondence work satisfactorily & promptly without prejudice to efficient inspection has become one of great concern and constant anxiety. If the efficiency of the subordinate Inspecting staff should be maintained & improved, an easy solution needs to be arrived at as early as possible. Hence my lengthy report for which I crave your indulgence & pardon.

it would be impossible to get through the heavy mass of correspondence. In this connection I beg to invite your kind attention to my remarks made in the last Annual Report - an extract from which is enclosed for ready reference. This year, I am afraid, the number of communications both from and to cannot be below 9000

If I have succeeded in convincing you of the over work in my office, I may venture to suggest a remedy. The pay of the present all-round staff is to be raised to Rs 20 & 15. If the work is to be carried on satisfactorily, men of integrity and high sense of duty are to be employed & the clerical staff and if these are not rightly rewarded, I am afraid, demoralisation and consequent deterioration of service will set in. Also to improve the quality of work and to relieve the Asst Dy Inspector of a lot of clerical work which he is now obliged to do it is necessary to have another clerk, to whom A1-9 B1 & 2 of the Gumasta and A1, 2 of the Dy Gumasta may be entrusted. Safe preservation of the service registers of 137 masters, making timely entries therein. Maintenance of the History of so many masters, timely submission of the periodical monthly returns, cannot be attended to in a half-hazard manner. If by the sanction of an extra hand the Asst Deputy Inspector is relieved of some correspondence work, he may show more itineration & inspection, and direct his intelligence in other work such as organisation of teachers' associations, delivery of model lessons, issuing circulars embodying instructions re-improved methods of teaching the several subjects in rural schools, preparation of plans and estimates of departmental buildings, making suggestions for improvement of text-books & curriculum of studies for Village primary schools and in popularising education generally by more frequently visiting Villages where there are no schools. The necessity for an additional hand becomes greater if the transfer of the preparation of Establishment pay bills of Village masters, now under consideration, be ordered. The burden of this work

Extract from the Annual Report
for the year 1909-1910 21

Para 11 - - -

A Statement showing in detail the pa
and the two servants of the office of the 1st A

Gumastā	Definit
A In charge of the following Registers	A. Inward
1 History of Inwards	Registers
2 Service Registers of 137 inwards	1 Kanna
3 Registers of leave other than casual leave	2 Kann-
4 Register of Punishment	3 Annu
5 Register of Travelling allowance bills	4 Annu
6 Register of Abstract of work and Diary	5 Stock bo
7 Necessitaries Roll	6 Register of
8 Register of arrears of pay bills	7 Cam
9 Register of Abstract & detailed contingent bills	8 Applic
10 English from Registers	9 Register
11 English To Register	10 Regist
12 Register of buildings, plans & estimates	B Assau
13 Stock Register of the office furniture and office library books	all record issuing of manual Re general des
14 Register of prize books issued	C Return
15 Book of Village school Committees	1 Abstract from
16 Register of Inspection Reports	2 Helper - cate co. Register
B. Preparation & submission of the following returns	
1 Monthly Returns of leave, punishment cash account, Abstract of work & Diary Travelling allowance bills & detailed contingent bills, Summary of Inspection Reports	
2 Quarterly Statement of freshmen entertained. Statement of schools transferred - furniture indent - Book indent	
3 Annual Return of schools & scholars of the schools - cash account, Schedule of the office Indent for forms. Stock account of the office Indent for prize books & Stationary for schools Annual Programme & Annual Report	---
C. Correspondence Both & English & Kannada (copying)	
2 Jamabandi Inspection Reports	
3 In charge of 3 months current records. Office Library & prize books	

ount of work allotted to each of the two Gumasta
ptt by Inspectors of schools Bangalore Destrict

Gumasta	Peons
ance of the following posting entries therein ta from Registe de To Registe -es from Registe ters To Registe ol of schools Abstract of Attendance Reports Leave Registe to Registe of covers received of covers despatched ement and filing preservation of forms mark lists, and despat ension masters and olen work of all Kind of Attendance Reports asters -g on making du pli- es of returns when	one servant follows the Asst by Inspectors on tours and the other attends office cutting and Stitching Covers, stitching of registers and departmental forms for despatch work Bringing and posting Official sweeping and Keeping the office clean, and taking care of all office things and furniture - are a few of the multifarious duties per- formed by the servants both at Head Quarters and at camp

Head Asst to Inspector
Asst to Inspector.

by masters going out on leave transfer, notes additions in the Furniture Register of the Office and additions and alterations in the Furniture Registers of Schools, prepares the Cash account, Leave Returns, the Inventory Statement, the Return of Attendance, the Quarterly Return of promotions and new hands in the Office, the Statement of new hands and new Schools required for the Range, indents for forge books, lists of masters proposed for U S and L S training and of pupils recommended for Scholarships and Statements of buildings required for Schools in the Range and copies extracts from inspection reports in Visitors Books. He also attends to the despatching work The preparation of the Return of Schools and Scholars, the Service Schedule of masters and the Programme of Inspection Tour and the Fair copying of the Annual Reports of the Office are shared equally by the two Clerks

As both the clerks are overworked, I cannot but have a share in their work This comes in the way of my devoting adequate

1/47 11 ~~190~~ —0 . 25.
1910 — 11

From

MR T V KRISHNA RAU

Second Asst Dy Inspector of Schools

Bangalore District

Bangalore

To

B Basappa Esq B A

Deputy Inspector of School

Bangalore District

Bangalore

Dated 1 7 11

Despatched 2 7 11

Received

General No 1

No

Enclosures No

Sir,

With reference to your Memorandum No 4259 Docket No 410 dated 22/6/86 11, I have the honour to submit the following report on the distribution of work between the two clerks and between the two peons of the Office for your kind Consideration

Before going into the details of the work entrusted to each member of the Office establishment, I beg permission to state that, as the Office is

of generating one, it is necessary that there should be at least one clerk and one peon at head-quarters and at least one clerk and one peon in Camp.

The Clerical work of the Office is by no means light. About 8000 papers are registered in the Office during a year on an average. Reports on matters relating to the general well-being of Schools, recommendations for suitable buildings to Schools, proposals for transferring Schools and masters, reports on local enquiries, recommendations for appointments, promotions etc, explanations in connection with arrears of pay bills, reports on entries made in the Service Registers of masters belonging to the old School and explanations in connection with objections taken by the Comptroller, which entail much of writing, form no inconsiderable portion of the Correspondence work of the Office. One of the clerks writes Kannada drafts (in English), Fair copies all English drafts (inclusive of inspection reports, two copies to be prepared in the case of Aided Schools) writes replies to Kannada Communications, finds out references, notes leave other than Casual leave in the Leave Registers and leave, transfer, Suspension etc in the History of Services and Service Registers, prepares indents for books, maps and other appliances and for Furniture required for Schools, gets up T A bills of the Office and masters, prepares in English estimates for petty repairs to School-buildings submitted by masters, gets up Summaries of inspection reports and makes entries in the Register of Fines. The other clerks attends to the registering of papers both English and Kannada, makes entries in the Casual Leave Register, Checks Progress Reports, issues notices to School-Committees in the case of Schools that do not show good attendance, Checks the Charge Sheets Submitted by

there will be ample scope for showing decidedly better work both in the Office and in Camp

I have the honour to be
Sir
Your most obedient Servant
T. V. Kunhiraman
Second Asst. Dy. Supdt

Submit to C.S.
& add that the representation made therein are true & deserve my kind & favourable consideration.
11/8
5/7/11

time to make useful work such as introducing improved methods of teaching into Schools and help deserving people of villages to have Schools to construct suitable buildings and apply for the Starting of Schools in their villages. In spite of the help rendered by me, the clerk find it hard to cope with the work under these circumstances I pray that the Office may be kindly provided with an additional clerk. In this connection, I beg leave to state that the maintenance of the Leave Registers, the History of Services and the Service Registers (of about 145 masters), Correspondence with Treasury Officers, the preparation of the Monthly and Quarterly returns of the Office, putting up references and despatching will quite enough of work for the clerk and that the remaining work can be conveniently done by the two clerks at present in the Office

As regards the work turned out by the peons, I beg permission to state that one of them performs the duties of an Office orderly and that the other attends to

the work :- Keeping the Office premises clean, follows me when I go out of inspection work at head-quarters and carries office papers both when I go to Office and on my return home, besides assisting the former in the discharge of duties entrusted to him during my stay out of head-quarters, one of the peons does all the menial work of the office and the other does duty in the Camp. Apart from the fact that the Offices of all the Inspecting officers are in the same building, it would not have been possible to exempt the peons of the Office from sleeping in the Office building during the night. The pay of Rs 6 given to them is far from attractive, especially in a place like Bangalore, where an ordinary cooly gets five or six annas a day. It cannot be expected that, for the inadequate pay they get, they consent to sleep in the Office building every night. In the event of the Office being shifted elsewhere, an additional peon will have to be sanctioned in order to afford some relief to the man that stays at head-quarters. When even Sheristadars are provided with two peons it is not unreasonable for an Assistant Deputy Inspector to pray for the services of three peons.

Apart from the reasons already assigned for strengthening the Office establishment, I beg permission to invite the kind attention of the authorities to the fact that, as there are only two clerks and two peons attached to the Office and as it is indispensable to have one of the clerks and one of the peons at head-quarters, inconvenience is at times caused to touring work by an unexpected application for leave from a clerk or peon. As it is impossible to get a reliable substitute for the clerk or peon as soon as the application is received, the intended tour cannot but be postponed. Such inconvenience has been felt on several occasions. In the event of the additional hands prayed for being sanctioned,

to do the following work

(1) To bring tubbals from the hot office every day

(2) To disbatch tubbals

(3) Keeping the office building clean

(4) To prepare covers

(5) To watch the office during

(6) To accompany the officer when he goes out on tour of inspection

(7) To look after the office records, furniture etc which are present

In the absence of one peon from Head Quarters, the other attends to the above work

[illegible]

Asstt Deputy Inspector

Statement showing the work allotted to each of the two clerks or Gumastas in the Office of the Assistant Deputy Inspector of Schools, South Range, Nellore District, Nellore

No.	Name	Designation	Pay	Work allotted	Remarks
	H Venkatarayudu	Gumasta	Rs 15/-(1)	English 'Form' and 'To' Registers	
	Iyer		(2)	Maintaining the History of Service and Service Registers	
			(3)	Preparing Quarterly and Half yearly Statements	
			(4)	Leave Register and monthly Returns	
			(5)	Bill book	
			(6)	Preparing the 'A' bills, Abstracts of work and Vouchers and Summary of the Inspection Reports	
			(7)	Preparing the Abstract and Detailed Contingent bills	
			(8)	Cash account	
			(9)	Consolidated attendance Reports in the 1st Quarters	
			(10)	Examining of drafts of dockets and Inspection Reports and Carrying out the	

'A' Co. means of Payment

			Prizes in Kannada
			(11) Annual Retreat and list of Officers
			Reference books, Furniture etc
			(12) Distribution of Prize Books
			(13) Aegis Hamara Kola
			(14) Preparing Diary books
			(15) Annual Programme
			(16) Sorting of English Records
			(17) Annual Indent for forms and Prize books
A R Balasingam	Deputy	P.S.	(1) "Kannada Hoon" and "To Register"
Clerk	Gymnastic		(2) Attendance Retreat which at Hd Quarters
			(3) Maintaining the Register of Books Maps and Furniture of the V.E. Schools in the Range
			(4) Checking the school Registers, Records etc in connection with
			(5) Maintaining the Casual Leave Register
			(6) Examining of the drafts of docks and Instruction Books to be printed in connection
			(7) Carrying out the orders passed on Kannada and English books in Kannada in connection with Circuit
			(8) Preparing the "A" bills, Abstract of work and Diary and Time map of the Instruction Rules to be in connection
			(9) Preparing Abstract and Details contingent bills in connection
			(10) Distribution of forms, Registers etc to the V.E. Schools
			(11) Sorting of Kannada Records

Annual Retreat of Schools and Scholarships

Prizes to be given by Schools Inspector and to be closed by 6th

W Tammiah Jayan
Assistant Deputy Inspector

Asst 3
16/6/11 3

17

Submit
17/6

1910 — 1911 30 689 / 1664

From

The Assistant Deputy Inspector of Schools,
Kolar North CHICKBALLAPUR

To

THE DEPUTY INSPECTOR OF SCHOOLS
Kolar District

Dated 14 - 6 - 11

Despatched

Received 16/6/11

General No 971
Enclo One

With reference to his docket No 693 of 10-6-11, has the honour to submit the enclosed statement showing the work allotted to each of the two clerks and to state that the two pens allotted to this office are employed to do

3/ the following:-

1 To look to the cleanliness of the office building
2 To prepare covers
3 To despatch tappals
4 To bring tappals from the post office
5 To watch the office building when necessary.
6 To accompany the officer on camp.

R Dharmajega
Assistant Deputy Inspecto

Statement showing the work allotted to each of the two Clerks in the Office of the Assistant Deputy Inspector of Schools, North Range, Kolar District, Chikballapur

No	Name	Designation	pay	Work allotted	Remarks.
	K Krishnaiya	Gumasta	Rs 15/-	1. English From and To Registers	
				2. History of Service and Service Registers	
				3. Leave Register and Returns	
				4. Bill Book	
				5 preparing T. A. bills and Abstract of Work Diary and Summary of the Inspection Reports	
				6. preparing Abstract and Detailed Contingent Bills	
				7 Fair Copying of drafts of dockets and Inspection Reports and writing to Kannada papers	
				8 Attendance Report while at Head Quarters	
				9. Cash account	
				10 Annual Report and List of office books and Furniture	

and scholars and Statement of
should be done by both.

2. Furniture Register

3. Casual Leave Register

4. Attendance Report while at Head Quarters

5. English Jo Register while on circuit

6. Fair copying of drafts of dockets and Inspection Reports and writing orders to Kannada papers while on circuit

7. preparing T A bills and Abstract of Work & searcy and Summary of the Inspection Reports while on Circuit.

8 preparing Abstract and detailed Contingent Bills while on circuit.

Annual Returns of Educ

permanent Establishme

Dated, Chikballapur
14th June 1911

D Dwarangeya
Asstt. Deputy Inspector

Statement showing the work allotted to each of the [illegible]

From Deputy Inspector of schools, Shimoga District

	Work allotted
Gumasta	(1) Receiving the Daftal, entering the date of the [illegible] and placing all the papers with the [illegible] Officer for orders
	(2) Maintaining the English 'Jo' and Form
	(3) —"— the Leave Register
	(4) —"— the History of services of
	(5) Checking the Service Registers of the [illegible] therein the necessary entries
	(6) Attending to the English Correspondence
	(7) Fair copying the Inspection Reports
	(8) Preparing the monthly Returns
	(9) —"— the T. A bills, the abstract [illegible] detailed contingent bills
	(10) Maintaining the Register of receipts and [illegible]
Deputy Gumasta	(1) Maintaining the Kannada 'Jo' and 'Form'
	(2) —"— the Furniture Register
	(3) —"— casual leave Regs
	(4) Attending to the Kannada Correspondence
	(5) Checking the monthly attendance Reports of the Range and preparing a consolidated [illegible]
	(6) Helping the Gumasta when his work is [illegible]
Peons	By turns, one peon attends the Office, while the other works with the Officer. When the Officer remains [illegible] peons attend the Office

Shimoga,

Dated 11th June [illegible]

masters and peons attached to the Office of the Assistant

	Remarks
covers on the Daffal accept work ary references before the	
sters	Each of the two Gumastas has generally very heavy work to do, and when one of them goes on leve for a short period - such as a week or a fortnight, the other ld be overworked Therefore, the dointment of an additional Ck on Rs 10 - 1 - 12 is necessary
masters on the Range ters on the Range and making every month.	
work and diary and the very month pendered	
Registers	
ceived from the masters on tatements for the whole Range ppears to be heavy	
two other goes on Circuit at Head quarters, both the	

K Subba Rao
Deputy Inspector of Schools
Shimoga District

Statement of work being done by the establishment of the Asst Dy Insp^r of Schools, Chitaldrug

Designation	Work to be done
Gumasta	English correspondence & maintaining all the necessary registers of the office including the maintenance of the service registers of the masters in the range, Preparation & Submission of the monthly Quarterly, half yearly & annual returns, travelling with the officer when ordered to do so & doing any other miscellaneous work of an ordinary nature while not on circuit
Dy Gumasta	Kannada correspondence, checking the masters' monthly returns & making a consolidated statement of the same & travelling with the officer when ordered to do so
Peons	One will travel with the officer while the other remains at Head Quarters doing the office work

(Camp Malebennur)
18/6/1911

K Narayanachar
Asst to Dy Insp^r of Schools

Statement showing the work allotted to each gumasta and peon in the Office of the Asstt Deputy Inspector of Hindustani Schools East Circle

Establishment - Two Gumastas and two Peons

No	Name of Gumasta and the work allotted to him	Remarks
1	M Lakshminarayana Sastri 1st Gumasta Preparation of Leave Fine Quarterly half yearly and yearly Statements Writing of Kannada orders passed by the Asst Dy Inspector Preparation of Annual Returns Draft copies of Inspection Reports & Accounts	One Gumasta is taken by turns on Circuit the other remaining in Office at Head-Quarters The gumasta in Camp registers all English To and From correspondence The gumasta at Head Quarters registers all Kannada Correspondence All English Correspondence is despatched from Camp and almost all Kannada correspondence is despatched from Head Quarters Urgent Kannada correspondence is done direct from camp to masters Most of the Kannada orders are written in Camp by the Camp clerk, and where references & records are required are sent to the gumasta at Head Quarters The Camp gumasta sees the Service Registers school records etc and produces before the Asst Deputy Inspector for checking verification and signature The Camp clerk attends to Statements that are prepared and submitted from Camp The Gumasta at Head Quarters despatches the Tappal to Camp
2	Syed Yakhoob Deputy Gumasta Preparation of Monthly Attendance Reports in Schools received in Urdu Translating and registering the reports that are written in Hindustani Fair copying of Inspection Reports to do Annual do Preparation of Annual Returns	
3	One Peon	One peon is taken by turns on Circuit Works in the Office at Head Quarters Sweeps and cleans the Office premises Makes Covers and gums them and takes them to post in the Post Office Carries T A and other bills Sleeps in the Office during Nights
4	2nd Peon	Accompanies the Officer to Camp Accompanies Kist carts makes covers etc and posts them

Camp Bethamangala
22nd June 1911

Asst Dy Inspector

190 36

From
The Asst Deputy Inspr
of Hindi Schools,
To West circle, Chitradurga
The Deputy Inspector
of Hindi schools,
Bangalore
Dated
Despatched 20-7-11
Received 23-7-11
General No 36
No

Enclosure No One

With reference to
his dockets Nos 2804/761
& 9/2 dated 17 6 11 &
2 7 11 respectively
has the honour to
submit herewith
copy of the Statement
called for in the
above One of the
Peons stops at

Head Quarters while the other accompanies
the undersigned on circuit

(Signed) Mohamed Daud
Asst Dy Collector

"Order"

Mohamed Sang
Deputy Collector

The following division of work is prescribed between the clerks in the Office of the Chief Deputy Inspector of Government Schools West Circle, Shimoga

The Gumasta will ordinarily attend to English & the Deputy Gumasta to the Kannada Correspondence of the Office

(a) The papers on arrival will first be registered and brought up for orders, which shall be executed not later than the next day, except in the case of those calling for reference when a maximum period of 3 days will be allowed

(b) No paper requiring a reply shall in any case stand over a week's time as provided by the new Inspection Code

(c) Papers after signature will be despatched to their respective destinations as promptly after registration as possible so as not to allow those for successive days to accumulate

The clerks shall attend to the preparation regular despatch of the periodical accounts and returns noted against their names

Monthly return of attendance in duplicate on or before the 25th of the month following that to which it relates

Taluk bills of the Law & Establishment in duplicate on or before 10th

Monthly statement of Schools inspected on or before the 10th

— Gumasta —

IV Half yearly statement of Local fund schools transferred from one village to another to be on or before 5th January & July every year

— Deputy Gumasta —

I Monthly return of leave in triplicate on or before the 5th of every month

II " — do — — fines — do —

III Monthly do statement of Cash account do on or before the 5th

IV Quarterly statement of petty menu premiums etc in triplicate on or before the 10th January April July and October in each year

Provided in the case of nos I & II that the fines & leave is duly entered in the proper registers & the Monthly Returns on the day of issue of orders before registration

3 The duties of attending to some of the returns are liable to be interchanged according as one or the other of the clerks happens to be in Camp but the work of keeping the office registers of leave, permanent fine Returns of masters, Cash account etc, correct and up-to-date shall always devolve on the clerk at Head Quarters

4 It should however be clearly understood that the option of allotting a portion of the work of one to another at any time, or the imposition of duties of special nature to either during the period the above rules are in force rests solely with the Circle Inspector

5 The clerks will stand primarily responsible for the accuracy of the references, accounts, etc furnished by them & for the safe custody & due discharge of papers & things committed to their care

6 The parties render themselves liable to punishment for any breach or violation of the duties as specified above

Shimoga
6th September 1907

(Signed) Mohamed Dawood
Circle Inspector Hill Schools

Checked Mohamed Dawood
Circle Inspector Hill Schools

40

Edn 81]

OFFICE OF INSPECTOR GENERAL OF EDUCATION IN MYSORE

No 10410 / 734

Bangalore 26th June 1912

From

M SHAMA RAO Esq M A

Ag *Inspector General of Education in Mysore*

To

K R Srinivasa Iyengar Esq A

Offg Secretary to the Government of His Highness

the Maharaja of Mysore General & Revenue Departments

Sir

In inviting your attention to my letter No 5434/387 of the 14th of December 1910 and subsequent correspondence ending with my letter No 1597/110 of the 16th of August 1911 I have the honour to inform you that the Inspector of Schools Mysore Circle reports that work has increased considerably owing to the rise in the number of schools in the Mysore District The Government Order throwing the work of inspection of the Primary Schools under Municipal management in the Mysore town adds to the work which is already being felt to be too much for one Deputy and two Assistant Deputy Inspectors

He proposes to allot the total number of schools as in the enclosed statement among the Deputy and Assistant Deputy Inspectors, and it will be seen that even with the addition of another Assistant Deputy Inspector the number of schools under each inspecting officer would be quite beyond his capacity to inspect and supervise satisfactorily

In the circumstances I request the favour of your obtaining orders for the appointment of an additional Assistant Deputy Inspector before the budget is finally issued

I have the honour to be
Sir
Your most obedient servant

M Shama Rao

Ag Inspector General

T N R

Proposed Redistribution of work among 4 Inspecting Officers

Deputy Inspector	Number of Schools	Asst. Deputy Inspector, Range No. I	Number of Schools	Asst. Deputy Inspector, Range No. II	Number of Schools	Asst. Deputy Inspector Range I - III	Number of Schools
Village Indigenous Schools	77	City Schools	43	Nanjangud Taluk	33	Yedatore Taluk	26
Middle Depts. of High Schools	3	Municipal Primary Schools	13	T. Narasipur Taluk	26	Hunsur Taluk	21
Taluk Schools — Boys	7			Chamarajnagar Taluk	39	Krishnarajpet Taluk	24
Do Girls	12	Mysore Taluk	14	Gundlupet Taluk	12	Nagamangala Taluk	9
Aided Boys	7	Seringapatam Taluk	18	Malavalli	16	Mandya Taluk	29
Do Girls	4	Heggaddevankote Taluk	25				
Industrial School	1						
Anglo-Vernacular Schools	21						
	132		113		126		109

Bangalore,
27th June 1912

H. Sharma Rao
Ag. Inspector General of Education
in Mysore

Edn. & Ecc. 216-19

Bus 8-12

B ab (3) 12-1

GRS 28]

1317

File No 216-10

Serial No 8

Confirmed
to 7437
8-12-1912

Diary No of letter replied to 1139

Proceedings of the Government of His Highness the Maharaja of Mysore

GENERAL AND REVENUE SECRETARIAT
(Edn)

the 19

Date of issue 15th-7-12

Signed by Mr BR

READ—

Letter no 5434/387 & the 14th Dec 1910 from the DG of Edn recommending the appointment of an additional Assistant Deputy Inspector of Kannada Schools for the Mysore District

(2) Correspondence ending with letter no 10410/784 dt 26th June 1912 from the Same Office on the subject

Order Nisi—

over

SUBJECT

GPB—10 000 1910

Perhaps made MR - 15/7/12

no 5-56-7
EDn 216-10-8 15712

Govt are pleased to sanction the appointment of an additional Asst Dy Insp^r of Kannada Schools on Rs 50-½-100 for the Mysore District with the following establishment as recommended by the Dy of Edn; the necessary provision will be made in the Budget Estimate for 1912-13

	Amount p.m. Rs as ps
~~1 Asst Dy Insp^r in class IV 5 50-10/2-100~~	~~50-0-0~~
1 Gumasta	15-0-0
1 Deputy Gumasta in the grade 10-1-12	10-0-0
2 peons on Rs 6 each	12-0-0
House-rent	8-0-0
Contingencies	5-0-0
Total	Rs ~~100~~ -0-0 per mensem

2 The Dy of Edn is requested to consider whether a rearrangement of work cannot be so effected as to relieve the Asst Dy Inspectors of all but inspection work and whether the Establishment given herein cannot be reduced, and to submit a report in the matter

11/7/12

for Secy

11/7/12

To the Dy of Edn
+ 11 Consltg Thro' Bg

Bg -126
4 5 12